

TRB/6
wnc

M E M O R A N D U M

TO: Mike Dupree, Deputy General Counsel
Legal Division

FROM: Robin Gremillion, Director
Disclosure Division *RG*

DATE: December 11, 2015

DOCKET: 2015-1412

RE: RUTH, THELMA
Tier 3 Annual Personal Financial Disclosure Statement covering 2014
Friends of King Charter School - Orleans Parish
Late Fee: \$200
WAIVER REQUEST

Thelma Ruth has served as a member of the Friends of Charter School Board of Directors since 2011. The disclosure statement does not indicate when Ms. Ruth's service will end. Ms. Ruth has filed five disclosure statements and/or amendments with this agency.

On December 7, 2015, Attorney Tracie Washington (on behalf of Ms. Ruth) timely requested a waiver of late fees related to the above referenced disclosure statement. Ms. Washington stated that Ms. Ruth was hospitalized for several month and living in hospice. Ms. Washington further stated that her law firm assists members in filing their disclosure statements; however, they had difficulty contacting Ms. Ruth. Correspondence was sent to Ms. Ruth on December 11, 2015, requesting that supporting documentation be provided. The chronology follows:

Tier 3 Annual Personal Financial Disclosure Statement covering 2014

- Original PFD due date: May 15, 2015
- NOD-FF Received: July 16, 2015
- PFD due date based on receipt of NOD: July 27, 2015
- PFD filed: July 31, 2015
- Days late from receipt of NOD: 4
- Total days late from initial due date: 77
- Late Fee Attempted: August 4, 2015
- Late Fee Reissued: November 12, 2015
- Late Fee Received: November 16, 2015
- Payment or waiver request due date: December 7, 2015
- Waiver request received: December 7, 2015

Other PFD Late Fees: No

Other CF Late Fees: No

Other Outstanding Disclosures: No

Prior Disclosure Late Fees: No

Reassessed Late Fees: No



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

P. O. BOX 4368
BATON ROUGE, LA 70821
(225) 219-5600
FAX: (225) 381-7271
1-800-842-6630
www.ethics.state.la.us

CERTIFIED MAIL

NO. 70150640000624072363

RETURN RECEIPT REQUESTED

July 14, 2015

Thelma Ruth
3536 Louisiana Avenue Parkway
New Orleans, LA 70125

RE: NOTICE OF DELINQUENCY - FAILURE TO FILE
Statement covering 2014
Friends of King Charter School

Dear Ms. Ruth:

Pursuant to La. R.S. 42:1124.4, if a person fails to file a Personal Financial Disclosure Statement as required by 42:1124, 1124.2, 1124.2.1, or 1124.3; omits information; or files inaccurately, a Notice of Delinquency shall be issued. A review of our records indicates that we have not received your Personal Financial Disclosure Statement.

You have 7 business days from the date of receipt of this Notice to file your Tier 3 Personal Financial Disclosure Statement covering 2014, or to submit an Answer explaining why you feel you are not required to file a Personal Financial Disclosure Statement. Failure to file a Personal Financial Disclosure Statement or an Answer within the 7 business days will subject you to an automatic late fee of \$50 per day up to a maximum of \$1,500. Proof of timely filing is determined by the U.S. Postal Service postmark; receipt from the U.S. Postal Service; or receipt from a commercial delivery service.

The form for the Tier 3 Personal Financial Disclosure Statement (Form 418a) is available on the Louisiana Board of Ethics website at www.ethics.state.la.us. If you have any questions, you may contact me at 225/219-5600 or 800/842-6630.

Sincerely,

Vivian Head
Compliance Officer

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Thelma Ruth
3536 Louisiana Avenue Parkway
New Orleans, LA 70125



2. Article Number
(Transfer from service label)

7015 0640 0006 2407 2363

PS Form 3811, July 2013

Domestic Return Receipt

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Thelma Ruth*

☐ Agent

☐ Addressee

B. Received by (Printed Name)

Thelma Ruth

C. Date of Delivery

7/10

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below: ☐ No

3. Service Type

☒ Certified Mail®

☐ Priority Mail Express™

☐ Registered

☒ Return Receipt for Merchandise

☐ Insured Mail

☐ Collect on Delivery

4. Restricted Delivery? (Extra Fee)

☐ Yes

PAID JUL 31 2014

LOUISIANA BOARD OF ETHICS
Post Office Box 4368
Baton Rouge, Louisiana 70821

TIER 3 PERSONAL FINANCIAL DISCLOSURE STATEMENT (ANNUAL)

This Report Covers Calendar Year: 2014

☒ ORIGINAL REPORT

☐ AMENDED REPORT

☐ FINAL REPORT WHERE TERM ENDS IN JANUARY (JANUARY 1 THROUGH JANUARY ☐)
Final reports must be filed on or before May 15 of the year in which your service to that office ends.
Refer to the "GENERAL INFORMATION" sheet of this form to determine eligibility.

Office/Position Held: Friends of King School Board Member

Name (print full name) Mrs. Thelma Ruth

Address 3536 Louisiana Avenue PKwy

City, State, Zip New Orleans, La. 70125

Check all that apply:

☒ I have filed my federal income tax return for the previous year.

☐ I have filed for an extension of my federal income tax return for the previous year.

☐ I have filed my state income tax return for the previous year.

☐ I have filed for an extension of my state income tax return for the previous year.

NOTE: La. R.S. 42:1124.3 does not provide you the opportunity to request an extension in filing your personal financial disclosure statement.

Certification of Accuracy

I do hereby certify that the information contained in this personal financial disclosure statement is true and correct to the best of my knowledge and belief.

Thelma Ruth

Signature of Filer



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DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

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www.ethics.state.la.us

CERTIFIED MAIL

NO. 70151520000294529741

RETURN RECEIPT REQUESTED

November 12, 2015

Thelma Ruth
3536 Louisiana Avenue Parkway
New Orleans, LA 70125

RE: Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014
Friends of King Charter School
Late Fee Assessment – Report: PFD15009104

Dear Ms. Ruth:

Enclosed is an assessment of a late fee pursuant to La. R.S. 42:1124.4. Please submit a check or money order in the amount of \$200 payable to the *Louisiana State Treasurer*, Post Office Box 4368, Baton Rouge, Louisiana 70821.

You have 20 days from the receipt of this letter to submit payment or dispute this assessment. To dispute the assessment, you may elect to:

- **Request a waiver** to the *Board of Ethics*
If you choose to request a waiver of the late fee, your request should include specific details, along with supporting documentation, as to why, in your opinion, you have *good cause* for not timely filing the report and why the late fee should be reduced, suspended, or waived. The request should be submitted to the attention of: *Louisiana Board of Ethics*, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271. Also, if you would like to appear before the Board of Ethics in connection with your request, you should state that in your request. If you request an appearance, you will be notified of the place and time prior to the meeting.
- **Appeal the assessment** directly to the *Ethics Adjudicatory Board*
If you choose to appeal the assessment of the late fee, the proceedings will go before a three judge panel of administrative law judges. The panel will determine if you were required to file the disclosure statement and whether the disclosure statement was filed late. Mitigating factors are not considered. The Ethics Adjudicatory Board does not have the authority to reduce, suspend, or waive a late fee assessment. If you choose to *appeal* the assessment, you should submit your request to the attention of: *Executive Secretary, Ethics Administration*, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271.

If you do not pay, dispute, or appeal the assessment of the late fee, the matter will be forwarded to the Attorney General's Office to pursue collection. If the matter is forwarded to the Attorney General's Office for collection, you may be responsible for all additional costs incurred. Additionally, late fees not paid by the due date will be posted on the agency website.

You should be aware that unpaid fines, fees, or penalties may have an adverse effect on your ability to run for public office, as the *Board of Ethics* will object to your candidacy in future elections pursuant to La. R.S. 18:491 and 18:492.

If you have any questions, you may contact Robin Gremillion at 225/219-5600 or 1-800-842-6630.

Sincerely,

Donna Bourgeois

Donna Bourgeois
Administrative Coordinator

**STATE OF LOUISIANA
BOARD OF ETHICS**

**In Re: Tier 3 Annual Personal Financial Disclosure Statement 2014
Friends of King Charter School
Late Fee Assessment – Report: PFD15009104**

ORDER

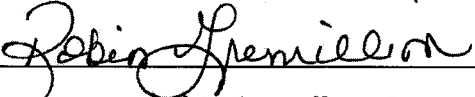
THELMA RUTH was required to file a Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014 pursuant to La. R.S. 42:1124 et seq.

On July 16, 2015, THELMA RUTH received a Notice of Delinquency for failing to file the disclosure statement. The notice required that the disclosure statement be filed by July 27, 2015 (pursuant to La. R.S. 42:1124.4). THELMA RUTH filed the Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014 on July 31, 2015 and was 4 days late.

La. R.S. 42:1124.4 authorizes the assessment of a \$50 late fee per day (not to exceed \$1,500) against THELMA RUTH for this late filing.

Accordingly, **IT IS ORDERED** that a late fee of \$200 be assessed against THELMA RUTH for failing to timely file the Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014.

ORDER signed on the 12th day of November 2015 at Baton Rouge, Louisiana.



Robin Gremillion, Director
Disclosure Division

SENDER COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Thelma Ruth
3536 Louisiana Avenue Parkway
New Orleans, LA 70125



9741



9590 9401 0021 5205 8780 36

2. Article Number (Transfer from service label)

COMPLETE THIS SECTION ON DELIVERY

A. Signature

x *Thelma Ruth*

☐ Agent

☐ Addressee

B. Received by (Printed Name)

Thelma Ruth

C. Date of Delivery

11/16/15

D. Is delivery address different from item 1?

☐ Yes

If YES, enter delivery address below:

☐ No

3. Service Type

DB

☐ Adult Signature

☐ Adult Signature Restricted Delivery

☒ Certified Mail®

☐ Certified Mail Restricted Delivery

☐ Collect on Delivery

☐ Collect on Delivery Restricted Delivery

☐ Insured Mail

Restricted Delivery

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☒ Return Receipt for Merchandise

☐ Signature Confirmation™

☐ Signature Confirmation Restricted Delivery

PS Form 3811, April 2015 PSN 7530-02-000-9053

Domestic Return Receipt

TRACIE L. WASHINGTON

A PROFESSIONAL LAW CORPORATION

ATTORNEY•MEDIATOR

LOUISIANA AND TEXAS

1631 ELYSIAN FIELDS AVENUE • NEW ORLEANS • LOUISIANA • 70117

TEL: 504.872.9134 • FAX: 504.872.9878

2015 DEC -7 PM 3:44
RECEIVED
CLARENCE J. GRIFFIN JR.
CLARENCE J. GRIFFIN JR.

December 7, 2015

via facsimile transmittal: 1.225.381.7271

Robin Gremillion
State of Louisiana
Department of Civil Service
Louisiana Board of Ethics
P.O. Box 4368
Baton Rouge, Louisiana 70821

RE: Tier 3 Annual Personal Financial Disclosure Statement for Calendar Year 2014 –
Board Member Mrs. Thelma Ruth
Friends of King Charter School
Late Fee Assessment – Report: PFD15009104Audit/Friends of King, Inc.

Dear Ms. Gremillion:

This firm represents Friends of King, Inc., and I am writing on its behalf concerning Board Member Thelma Ruth. I understand Mrs. Ruth's Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014 was filed four (4) days late, on July 31, 2015. Please accept this letter as her request for waiver of the \$200 assessed penalty. Mrs. Ruth had been hospitalized for several months earlier this year, and living in hospice. It has been the charter's practice to transmit to the Louisiana Board of Ethics in one packet all board member Tier 3 Annual Personal Financial Statements. We had not been informed Mrs. Ruth was in hospice and we had difficulty getting the statement to her, and returned with her signature on time. She is most sincerely apologizes for not having provided this information to you; she was in recovery and had not been able to stay as updated with her correspondence. Notwithstanding, in the future I will insure all board member disclosures are prepared in advance and/or advise you if there are exigent circumstances requiring an extension of time for filing.

I appreciate your consideration in this matter. If you have any questions concerning the contents of this letter, or require any supporting documentation, please do not hesitate to contact me.

TRACIE L. WASHINGTON

A PROFESSIONAL LAW CORPORATION

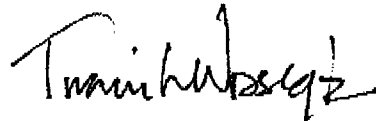
Ms. Robin Gremillion

Louisiana Board of Ethics

Page 2 of 2

With kindest regards, I remain

Very truly yours,



Tracie L. Washington

cc: Mrs. Hilda W. Young, President
Friends of King, Inc.
Dr. Doris R. Hicks, CEO
Friends of King, Inc.
Ms. Shawne Favre, CPA, MBA
Friends of King School District

TRACIE L. WASHINGTON

A PROFESSIONAL LAW CORPORATION

ATTORNEY • MEDIATOR

LOUISIANA AND TEXAS

1631 ELYSIAN FIELDS AVENUE • NEW ORLEANS • LOUISIANA • 70117

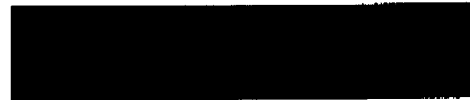
TEL: 504.872.9134 • FAX: 504.872.9878

Fax

To:	Robin Gremillion	From:	Tracie L. Washington, Esq.
Fax:	225.381.7271	Pages:	3, including cover
Phone:	504.872.9134	Date:	December 7, 2015
Re:	Request for Waiver	cc:	Mrs. Hilda W. Young

☒ Urgent ☒ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Comments: Please see enclosed



bettyz

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STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
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www.ethics.state.la.us

December 11, 2015

Thelma Ruth
3536 Louisiana Avenue Parkway
New Orleans, LA 70125

RE: Request for Additional Information
Tier 3 Annual Personal Financial Disclosure Statement
Report ID# PFD15009104
Waiver Request

Dear Ms. Ruth:

On December 7, 2015, you requested a waiver of the \$200 late fee that was issued in connection with the filing of the above referenced disclosure statement.

In your request, you state that you were hospitalized and receiving hospice care at the time the disclosure statement was due. If you would like the Board to consider the request as stated, you must provide documentation to support and verify your claim. The documentation must be received by this agency on or before **January 11, 2016**.

If you have any questions, or need clarification on what to submit, you may contact me at 1-800-842-6630 or 225-219-5600.

Sincerely,

Robin Gremillion, Director
Disclosure Division